



Adopted: 2008-06-03

Policy FF

NAMING OR RENAMING OF A SCHOOL, CENTRE OR FACILITY

This policy establishes the procedures for the naming or renaming of a school, centre or any other facility within or on the property of the school board.

1. DEFINITIONS

1.1 School:

In accordance with the *Education Act*, “A school is an educational institution whose object is to provide to the persons entitled... educational service provided for by [the] Act and prescribed by the basic school regulation established by the Government...”(Section 36). Therefore, a school is not a building. Rather, it is a reference to the regroupment of students in the youth sector from a particular catchment area to which the School Board dedicates services, facilities, and furnishings.

1.2 Centre:

Similarly, a “centre” is a reference to the regroupment of students in the adult or vocational sector to which the School Board dedicates services, facilities, and furnishings.

1.3 Facility:

This refers to any facility that is within the school or centre (cafeteria, conference room, library, etc), or outbuildings that are on the property of the School Board.

2. GUIDING PRINCIPLES

2.1 Schools, centres or facilities may be given a name that corresponds with:

- the name of the street on which the building faces;
- the historical name of the district
- the name of the community in which the school is located;
- a name chosen by the Council of Commissioners in consultation with, or as recommended by, the Governing Board of the school or centre concerned in the event of renaming a school, centre or facility;
- the name of a deceased person who has made a significant contribution in the field of education, at the municipal, provincial or federal level;
- the name of a deceased famous Canadian considered to be a role model for students;
- a name which reflects the mosaic of the New Frontiers School Board.

2.2 Schools, centres or facilities may be named using acronyms which relate to the orientation of the school, centre or facility (e.g. TAS – The Alternate School).

2.3 A school, centre or facility named after a deceased person shall be known by the full name of the individual. A plaque, which includes a short biography, shall be placed in the entrance hall of the building concerned, or in the case of a facility, within close proximity.

2.4 The name of a school, centre or facility shall not be similar to that of an existing school, centre or facility on the territory of the School Board.

2.5 The name of a school, centre or facility shall be in English. An appropriate French equivalent must be considered.

2.6 All names of schools, centres, and facilities must be approved by the Council of Commissioners, following consultation with the Governing Board(s) concerned.

3. PROCEDURES

3.1 Naming a New School, Centre or Facility

- ##### 3.1.1
- The Governing Board or Boards of the students affected, or the Parents’ Committee in the case of a school, may propose a name for a new school, centre or facility and shall include the history and biography, if applicable. This information shall be forwarded to the Director General who will present the name to the Council of Commissioners for consideration.

3.1.2 The Board may propose the name for a new school, centre or facility which shall include the history and biography, if applicable. The proposal shall be forwarded to the Governing Board representing students affected or the Parents' Committee for consultation.

3.2 Renaming of Schools, Centres or Facilities

3.2.1 The Council of Commissioners may consider renaming a school, centre or facility if:

- a) the school, centre or facility has been transferred from one board to another;
- b) there is a change in the orientation of the school, centre or facility, which has received prior approval by the Council of Commissioners;
- c) a request is submitted for the renaming of a school, centre or facility by the Governing Board of the school or centre concerned, supported by the administration of the school or centre. The request must state the reasons for the name change and provide historical information related to the existing name;
- d) the amalgamation of schools or centres occurs.

3.2.2 If the Board proposes the renaming of a school, centre or facility, the proposal shall be forwarded to the Governing Board. In the case of a new school or school facility where a Governing Board is not in place, the Parents' Committee will be consulted.

3.2.3 If a Governing Board proposes the renaming of a school, centre or facility, the proposal shall be forwarded to the Director General who will present the name to the Council of Commissioners for consideration.

4. ADDITIONAL NOTE

All proposed names for schools, centres and facilities subject to this policy must be submitted to the "*Commission de toponymie du Québec*" before the name can be adopted by the Council of Commissioners.